

Minutes of the
Idaho Real Estate Appraiser Board
March 15, 1999

The Idaho Real Estate Appraiser Board meeting was called to order at 9:30 a.m., Monday, March 15, 1999 at the Bureau of Occupational Licenses, Owyhee Plaza, 1109 Main Street, Suite 220, Boise, Idaho.

Roll Call: Ruby Stroschein, Chairman
 Paul Morgan, Vice Chairman
 Doyle Pugmire, Secretary
 Ed Morse, board Member
 Gordean Briggs, Board Member

Bureau Staff: Carmen Westberg, Bureau Chief
 Roger Hales, Administrative Attorney
 Kirsten Wallace, Deputy Attorney General
 Budd Hetrick, Deputy Bureau Chief
 John Kersey, Supervising Investigator
 Dee Ann Randall, Administrative Secretary
 Donetta Foss, Office Specialist II

Minutes

Moved by Ed Morse, seconded by Doyle Pugmire and carried that the minutes of the January 25, 1999 board meeting be approved.

Carmen Westberg

Ms. Westberg informed the Board that their proposed law change has passed the House and is waiting to come before the Senate. The proposed rule changes were passed by concurrent resolution and will be effective July 1, 1999.

The Board/Bureau contract is being redrafted by the Attorney General's Office, when available Ms. Westberg will review with the Board. The contract will be changed to the fiscal year instead of the calendar year.

Ms. Westberg reported that the current cash fund balance for the Board is \$123,988.00.

The Board discussed with Ms. Westberg having a tri-state meeting with Idaho, Wyoming and Montana board members to discuss issues of mutual concern. This meeting will tentatively be scheduled for Monday, July 19, 1999 in West Yellowstone and the regular board meeting being held in Idaho Falls, Idaho on July 20, 1999.

AARO Spring Meeting

The AARO Spring meeting will be held May 1–4, 1999 in Washington, D.C. Gordean Briggs and John Kersey will attend the meeting.

Possible Reciprocity With Surrounding States

Roger Hales reviewed the state law and rules from the surrounding states of Montana, Wyoming, Washington and Utah with the Board. It appears these states have very similar requirements for licensure as Idaho.

Moved by Ed Morse, seconded by Gordean Briggs, the Board has authorized a resolution for Roger Hales to contact the surrounding states to initiate reciprocity with them and if there is a mutual agreement, establish reciprocity with Montana, Wyoming, Washington and Utah. Motion passed unanimously.

Roger Hales will review his findings with the Board at their next meeting.

Trainee Registration

Roger Hales reviewed laws and rules from other states regarding the registration of trainees with the Board. Discussion followed as to whether this would require a law change or could be approached through a rule change wherein the licensee would be required to report to the board if they have trainees working under their supervision. No board action taken at this time.

Executive Session

Moved by Ed Morse, seconded by Gordean Briggs and carried that the Board go into executive session to discuss potential litigation matters. The time being 10:30 a.m.

Moved by Ed Morse, seconded by Paul Morgan and carried the Board come out of executive session at 11:10 a.m.

Anne Barker, Commissioner, State Tax Commission

Anne Barker, Commissioner, State Tax Commission met with the Board along with Gregory Cade, Section Manager, State Tax Commission and extended their apologies for the inconvenience and confusion of individuals taking their Course 1 and the instructors not being IAAO approved, therefore, the students taking the course will not be allowed credit for hours attended toward meeting the licensure requirement. Contact has been made with these individuals to offer them to retake the course at no charge, a full refund or the opportunity to take another approved course. They have received responses from four individuals.

The previous educational director for the Tax Commission resigned last July and Gregory Cade has accepted some of the job responsibilities. Dwayne Hines is the current Education Coordinator and will be the individual contacting the Board regarding educational offerings.

Mr. Cade informed the Board that they are in the process of preparing their summer courses to be held the week of July 25, 1999. They will provide the Board with detailed information regarding their courses and instructors as soon as it is available.

On Line Continuing Education

Donetta Foss, Office Specialist II was introduced to the board. Ms. Foss is responsible for continuing education for those boards within the bureau requiring continuing education for renewal of licenses. Ms. Foss requested guidance from the Board regarding credit being allowed for on-line education courses. Moved by Ed Morse, seconded by Gordean Briggs and carried that the Board adopts the AQB requirements for on-line continuing education credit for any Foundation sponsored courses. Only on-line courses provided by members of the Appraisal Foundation will be accepted. Total credit for on-line continuing education is no more than 25 hours per renewal cycle. On-line courses do not apply to USPAP.

Newsletter

The Board discussed the completion and mailing of their newsletter. Anticipate having this completed prior to their May 15, 1999 board meeting.

Board Policy Manual

Moved by Gordean Briggs, seconded by Paul Morgan and carried that the Board accepts the format of the policy manual which has been prepared by the Board Secretary Doyle Pugmire. The board secretary will maintain the policy manual. The Board agreed they will review two sections of the manual at each meeting before final approval of the manual.

State Law Open Book Examination

Board members will review questions at their next meeting. The Board agreed that applicants prior to a license being issued must submit the open book examination.

Renewal Applications

Budd Hetrick reviewed the new renewal applications with the Board and requested information regarding board policy on continuing education requirements.

The following are board policies regarding continuing education:

When an applicant changes classification, the continuing education requirements begins at that time, no credit will be allowed for hours obtained prior to this time.

The continuing education cycle begins at the date of the first renewal.

USPAP is due five years from the calendar date it was last taken.

Moved by Gordean Briggs, seconded by Ed Morse and carried that the renewal fee for this year will be \$100.00.

Meeting adjourned at 3:35 p.m.